

## **Child and Family Behavioral Health Policy and Planning Committee**

### **Meeting Summary January 7, 2005**

Shirley Ricks welcomed members to the meeting. Brian Meyer then assumed the chair and presented the membership committee report. The membership committee proposed a draft of operational guidelines. There was extensive discussion around the draft as proposed and several revisions offered by committee members related to purpose, organization, membership, officers, sub-committees, and frequency of meetings. Additionally procedural issues such as letters of invitation to other representatives for the committee, specifically representation from advocacy organizations were also discussed, attendance and participation at meetings, vacancies or resignations, the role of ad-hoc and technical advisors, and voting rights. Other pertinent issues:

- Clearer language about the committee's intent, to provide representation and to serve as a coordinating group with clearer definitions about what coordinating role means, how will it be recognized, the importance of meeting with the SEC to delineate the intent of the group and to seek acknowledgement of its legislative mandate
- In 1) b) iv) - Adding language to ensure that agency heads, secretariats, and members of the General Assembly receive feedback to ensure that state laws, policies, plans, budget requests are....
- Adding language to 1) b) v) to develop and produce an annual plan...
- Item 2) For next year's General Assembly session, proposing changes to the 329-G budget language dealing with representation.
- Item 3) Membership; need to have a process to identify individuals to ensure representation of various stakeholder groups.
- Voting, consensus always and if consensus cannot be achieved what then? Joanne Boise will draft definition for consensus and forward to the Chair. Agreement that formal decisions will always be reflected in the meeting summary.

The discussion about the operational guidelines was followed by a discussion about the side-by-side comparison of the recommendations of the 329-G recommendations and the recommendations of the Child and Adolescent Policy Advisory Committee. Several suggestions were offered about the side-by-side comparison and staff will make changes to the comparison as proposed by the membership and will be referred to the executive committee for review and comment.

The meeting summary of the December 15<sup>th</sup> meeting was approved by consensus as amended. Don Roe moved the motion to approve and Fran Gallagher seconded the motion.

Shirley Ricks presented a list of children's committees. After some discussion, the chair requested the committee to review the list, are there constituencies missing, and to send

suggestions to Shirley within two weeks of the meeting. Brian asked members to look at the list and to consider other committees from the perspective of those groups impacting children across MH/MR/SAS.

Dates and locations of meetings were discussed. The following schedule reflects dates, times, and locations of the meetings through June 2005.

February 10	10:00 AM until 2:00 PM	Henrico CSB -Glen Allen
March 10	10:00 AM until 2:00 PM	Commonwealth Center- Staunton
April 14	10:00 AM until 2:00 PM	Henrico CSB -Glen Allen
May 12	10:00 AM until 2:00 PM	Henrico CSB - Glen Allen
June 9	10:00 AM until 2:00 PM	Henrico CSB - Glen Allen

Meeting adjourned. Motion to adjourn made by Don Roe and seconded by Martha Kurgans.